

## Guidelines for Requesting a List of Licensed Professional Engineers, Land Surveyors or Certified Engineer Interns or Land Surveyors or Exam Applicants in Alabama

- **We must receive:**
  - Request in writing detailing what information you are requesting, if it needs to be sorted, what it will be used for, where the information should be sent and the date you need the information or complete our request form
  - Payment by check or money order made payable to PE & LS Fund **must be sent prior to the information being sent**
- **Type of information we provide:**
  - Name & Mailing Address Only
- **Information that will NOT be provided**
  - Date of Birth \* Exam Information \* Phone Numbers
  - Social Security Numbers \* E-mail information
- **We can sort by:**
  - In State and Out of State
  - Zip Code
  - By License (i.e. PE, LS, PE/LS, EIT or LSIT). Since we do not license by discipline, we can not sort by discipline.
  - Active, Inactive and Retired Licenses
  - Exam applicants (PE, LS, EIT or LSIT and by all applicants or just for a certain test date)

\*We have a 2002 Roster which contains all licensees, interns, companies and our Law & Code as of 8/02 )

- | <b>Format Available</b>  | <b>Price</b>        |
|--|---------------------|
| *Roster (can be downloaded from our web site - <a href="http://www.bels.alabama.gov">www.bels.alabama.gov</a> ) under Publications in PDF Format | No Charge           |
| *Roster on a CD in PDF Format  | \$10                |
| *Roster in book form   | \$10                |
| Disk, CD or e-mail   | \$75 minimum amount |
| 1,000 labels   | \$75.00             |
| 2,000 labels only  | \$106.00            |
| 3,000 labels only  | \$137.00            |
| 4,000 labels only  | \$168.00            |
| 5,000 labels only  | \$197.00            |
| 10,000 + labels only   | \$359.00            |
- It will take approximately two weeks from the date we receive your request and payment for you to receive your completed request.

## Request for Labels, Disk or E-Mail of Alabama's Database

(It will take approximately two weeks from the date we receive your request and payment for you to receive the information requested)

Information Requested Will Include:	Name & Mailing Address Only
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	Information Sorted By:		
Check all that apply	License, Certification or Exam Applicants	In State, Out of State or Both	Active, Inactive, Retired, or All
	PE Licenses (can not sort by discipline)		
	LS Licenses		
	EIT Certifications (can not sort by discipline)		
	LSIT Certifications		
	Zip Code (provide zip codes you want sorted)		
	Entire database - 12,000+ licensees and certifications (includes PE, LS, EIT and LSIT) (Also includes Active, Inactive and Retired Licenses)		
	Exam applicants (approved only - specify PE, LS, EIT or LSIT and all applicants or for just a certain test date)		
	Engineering or Land Surveying Companies		

**\*\* Inactive** - still licensed but totally separated from the profession of engineering and/or land surveying in Alabama

**\*\* Retired Status** - still licensed but totally retired and no longer employed in any business in Alabama

<b>Reason for Wanting the Information (a reason must be listed)</b>

Check your 1 <sup>st</sup> & 2 <sup>nd</sup> Choice	How do you want this information
	Labels
	3.5, Zip Disk or CD (specify which and format - can be tab or comma delimited, Excel or ASCII)
	E-mail (provide address and specify format - can be tab or comma delimited, Excel or ASCII) **database may be too large to e-mail

Send Information & Invoice to:

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Contact Person & Phone Number

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Send this Request to:

AL PE & LS Board  
PO Box 304451  
Montgomery, AL  
36130-4451

To check the status of your request, contact: Regina Dinger, Executive Director (334) 242-5021 or [rdinger@bels.state.al.us](mailto:rdinger@bels.state.al.us)